

**City of Lake Forest Park - Planning Commission  
Draft Special Meeting Minutes: October 18, 2022  
In-person and Zoom Hybrid Meeting**

**Planning Commissioners present:** Vice Chair Lois Lee, Ashton Alvarez (arrived at 7:21), Melissa Cranmer, Meredith LaBonte, Walter Hicks, David Kleweno, TJ Fudge

**Staff and others present:** Steve Bennett, Planning Director; Nick Holland, Senior Planner; Councilmember (Council Liaison) Lorri Bodi

**Members of the Public:** none

**Planning Commissioners absent:** Ira Gross, Chair Maddy Larson

**Call to order:** Vice Chair Lee called the meeting to order at 7:06 pm.

**Land Acknowledgement:** Cmr. Fudge read the land acknowledgement.

**Approval of Agenda**

Cmr. Fudge made a motion to approve the agenda, Cmr. LaBonte seconded, and the motion to approve the agenda carried unanimously.

**Approval of Meeting Minutes**

Cmr. LaBonte suggested a change to line 25; page 2: "Cmr. Alvarez and Hicks provided helpful corrections to the conversation on section H."

Cmr. Kleweno made a motion to approve the September 13, 2022, meeting minutes as amended. Cmr. Fudge seconded.

All voted to approve the minutes as amended, and the motion carried unanimously.

**Meeting Dates:**

Vice Chair Lee noted that the next regular meeting is scheduled for November 8, 2022. Director Bennett suggested moving the date of the next meeting due to the conflict with election night. There was a consensus to find a date in the week following the regular meeting date to have a special meeting. Director Bennett said he would poll Commissioners on possible dates.

**Citizen Comment**

None.

**Report from City Council Liaison**

Councilmember Bodi said that the budget discussions continue, and that inflation has affected the budget planning. She said that property taxes can only be raised one percent. She said that the revenue shortfalls are occurring, but the Council is looking for ways to staff the city with less funds. She said that permit revenue needs to reflect actual costs. She said that the permit fees are on the low end of regional rates.

Councilmember Bodi said that the Council is currently amending the mayor's suggested budget. She said that the public has not participated in the budget process.

Councilmember Bodi said that the Council is keeping an eye on land use legislation and is struggling with implementing unfunded mandates. She compared LFP's situation to Mercer Island, which largely depends on property tax for the larger share of the revenue.

Councilmember Bodi provided an update on Sound Transit and their effort to condemn property along SR 522 to make room for an additional bus rapid transit lane through the city. She described the communication with Sound Transit as non-collaborative. She said that some citizens have said they are against the project because of the lack of ridership and the apparent lack of demand for public transit. She described a creek that will be affected by the project. She also described vegetation that will be removed as a part of the project. She mentioned suggestions made for the project by an informed citizen group, which included images of alternative designs.

Comr. Fudge asked where the locations of sidewalks will be. Councilmember Bodi described the proposed sidewalk installation as she understands it. Councilmember Bodi said that the Council is asking Sound Transit to have a public meeting on the project. Comr. Hicks asked why a sidewalk is being installed only on the lake side of the project. Councilmember Bodi responded with her understanding and Director Bennett added that sidewalks on both sides of the street would require additional taking of property. Councilmember Bodi described a traffic circle at the intersection of NE 145 ST and I-5. Councilmember Bodi asked Director Bennett if he had anything to add and Director Bennett described the city's request for additional tree information and inventory. He said that the City is working with Sound Transit to create an off-site replanting and replacement option. Councilmember Bodi said that all replaced trees should be replanted in the city limits and the Council could consider adopting code changes to allow a tree replacement payment as an option. She described the locations for the bus stations, which she said will be sixty feet long.

Vice Chair Lee asked who owns the property when it is a taking. Director Bennett responded and said that the property would become city right of way.

Vice Chair Lee asked where school zone fines are spent. Councilmember Bodi responded and said that the funds go to the general fund account.

Comr. Cranmer asked how much transit ridership is down. Councilmember Bodi responded and said that she thought it was down 80%, but that she hasn't checked in a while. She described several influencing factors of public transit on LFP.

Councilmember Bodi asked Director Bennett when the presentation to Council on the sign code and RUE updates would occur, and Director Bennett responded and said that it would be up to the Deputy Mayor but staff would be prepared to make the presentation after the budget is adopted.

#### **Old Business**

None.

#### **New Business**

#### ***Initial Discussion of Comprehensive Plan Update –***

#### ***Major Areas of Emphasis and Schedule for the update-***

Director Bennett began a slide presentation to introduce the Commission to the comp plan update process. He indicated that some of the information was taken for the short course in local planning which the Association of Washington Cities (AWC) directs. He described how the Growth Management Act (GMA) was adopted by the State in 1990 and how regional planning affects planning at the local level. He described the concept of urban growth areas and how geography affects planning elements. He described how the public can participate in planning process and how the public or parties of record can appeal decisions made by planning agencies. Director Bennett talked about how the GMA gets amended periodically and how the amendments provide directives to local planning agencies such as the recent change related to accommodating affordable housing. He described a recent amendment to the GMA, House Bill 1220, and

1 how it requires regional planning agencies and counties to create affordability guidelines. Councilmember  
2 Bodi asked Director Bennett to describe the housing capacity in the city. Director Bennett described the  
3 buildable lands process and how the city needs to demonstrate the capacity for growth and added that the  
4 Southern Gateway area has most of the housing capacity in the city. Director Bennett also said that LFP has  
5 enough housing unit capacity to accommodate population and growth through the next 20-year planning  
6 cycle. He went on to describe the various elements of GMA and how regional agencies influence the local  
7 planning efforts and he described how the local comprehensive plan is amended as well to address new  
8 requirements. Director Bennett described how the comp plan update process should involve significant  
9 public outreach, so that the community's needs and ideas are reflected. He described how comp plan policies  
10 and goals are analyzed through the update process and how they are amended based on the Planning  
11 Commission's work. Director Bennett said that the state reviews all proposed comp plan amendments and  
12 code amendment for compliance with GMA.

13  
14 Director Bennett presented a proposed schedule for the comp plan update process that was created for the  
15 purpose of applying for a non-competitive grant for comp plan updates. He described the process and where  
16 the Planning Commission's help is needed. Councilmember Bodi said that while the schedule seems  
17 daunting; the current LFP comp plan has served the city well and that amendments through this cycle should  
18 be minimal. She emphasized that the consultant hired for this comp plan update is employed by the city and  
19 that the Planning Commission should use them as a resource. She suggested performing work online or  
20 remotely, given the relative ease of connection to online resources. Cmr. Fudge asked who selects the  
21 consultant. Director Bennett responded and said that a selection committee would be formed to review  
22 proposals submitted in response to a Requests for Proposals (RFP) published by the City. That committee  
23 would provide a recommendation to the Mayor and Council. Director Bennett recommended that the  
24 Commission assist in establishing the scope of work prior to starting the RFP process and that the Council  
25 approve the scope of work that the consultants will bid upon.

26  
27 Director Bennett described the potential amendment topics such as the climate action and a Housing Needs  
28 Assessment (HNA). Councilmember Bodi said that LFP citizens care a lot about community spaces. She  
29 asked how a topic like community spaces get adopted in the comp plan. Director Bennett responded and  
30 said that if an issue continues to come up in meetings and outreach to the public, the Commission could  
31 address it as a separate comp plan element. Director Bennett continued to describe the schedule and process  
32 for comp plan updates and the need to coordinate with both the Council and other boards and commissions.  
33 Councilmember Bodi suggested providing periodic updates to the Council on progress. A discussion  
34 regarding the potential resignation of planning commissioners and replacement members occurred relative to  
35 the comp plan schedule.

36  
37 Councilmember Bodi said that the comp plan update is the main function of the Commission and said that  
38 she is excited to be involved. Cmr. Kleweno asked how the Commission could potentially jump start the  
39 work on the HNA. Director Bennett said that HNA couldn't really get underway until the City has a contract  
40 with a consultant. Councilmember Bodi said that the Council has recently adopted some housing policy  
41 which can set the stage for affordable housing in conjunction with the recent ADU legislation.

42  
43 Cmr. Fudge said that the public outreach performed during the ADU updates was very affective. He said a  
44 similar level of outreach should occur for the comp plan updates. Vice Chair Lee suggested using social  
45 media to obtain public information. She also suggested partnering with local businesses to host a public  
46 meeting. Cmr. Lee asked at what point in the schedule does the Planning Commission become intensely  
47 involved In the update process. Director Bennett responded and indicated where the Planning Commission  
48 would be needed. Cmr. Kleweno suggested that the Commissioners should read the comp plan prior to next  
49 meeting. Cmr. LaBonte said that two current councilmembers participated in the last comp plan update and  
50 suggested that they be invited to a future meeting to provide insight. Vice Chair Lee asked Cmr. Kleweno  
51 what kinds of ideas he had for the HNA. Cmr. Kleweno responded and said he is curious what other cities

1 have done for climate action and comp plan updates. Councilmember Bodi described LFPs ability to  
2 influence climate change. Discussion continued on how climate change is affecting the environment.  
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4 **Reports and Announcements**

5 Director Bennet did not have any updates from the staff level.  
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7 Cmr. Fudge described an article in the Seattle Times about income and how it relates to housing costs and  
8 affordability. He described data that supported housing costs lowering while incomes in Seattle are rising.  
9 He expressed his opinion on the article and talked about the housing situation in the region. Some of the  
10 group reflected on the information discussed and provided opinions and information on local housing and  
11 economic policies.  
12

13 Cmr. Fudge made clear that his comment is being made as a citizen and not a planning commissioner. He  
14 talked about the civic club dredging project within Lake Washington. He said that the sedimentation at the  
15 mouth of the creek is not good for the salmon and talked about some other aspects of the project that could  
16 affect health of the lake and adjacent creek.  
17

18 Cmr. Cranmer asked about how one gets a permit for dredging. Director Bennett explained how the local  
19 shoreline master program governs the dredging in Lake Washington.  
20

21 It was noted that this meeting would probably be Cmr. Fudge's last meeting. Cmr. Kleweno recognized Cmr.  
22 Fudge for his work on the Commission. All Commissioners also thanked Cmr. Fudge for his work over the  
23 last three years and Cmr. Fudge said he enjoyed his time on the commission. Councilmember Bodi  
24 personally thanked Cmr. Fudge for his service to the city as a planning commissioner and particularly his  
25 work on the town center.  
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27 **Additional Citizen Comments:**

28 None.  
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30 **Agenda for Next Meeting:**

31 Comprehensive plan and a presentation by an alternative housing group.  
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33 **Adjournment:**

34 Cmr. Fudge made a motion to adjourn the meeting, Cmr. Kleweno seconded, and the motion carried  
35 unanimously. The meeting was adjourned at 8:56 pm.  
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37 APPROVED:  
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Lois Lee, Vice Chair